



MINUTES MEETING January 9, 2018

Committee called to order by Sarah Burks, Co-Chairman, at 7:10 p.m.

Members present: Chris Costello, Sarah Burks, Co-Chair, Ellen Aamodt, Tracy Skahan.
Absent: Geraldine Tremblay, Dan Johnson, Aimee Taberner, Mike Borgasano,
Annemarie Delaunay-Danizio

Others present: James McGough, Maura Murphy

Directors' Update

Sarah Burks circulated a copy of updates from the Directors prepared by Heather Leavell. The highlights included the award of a grant for \$1000 to restore the Lindburgh bust and a recently acquired Dallin painting. Another recent acquisition was made through eBay for the purchase of Arthur Dallin's stained glass window painting. The Annual Appeal brought in over \$14,000, bringing us ever closer to our goal for the year of \$16,500. Finally, interviews will be held soon for candidates who applied for the part time position in development and marketing.

Operations

In general, operations and facilities are running smoothly. It was noted that recent frigid temperatures caused noticeable drafts coming in from both outside doors and that frost was forming on the glass in the Native American Gallery. **Action Item:** Heather to contact Town maintenance.

Review of Minutes

The Board reviewed the Minutes from the December 12 meeting. The board hopes to hear further information at the next meeting on action items from the December meeting on the update of the alarm system by Heather Leavell and further information from Annemarie Delauney-Danizio on the Zentangle class. Chris Costello made a motion to approve the minutes, seconded by Tracy Skahan, and approved unanimously.

Action Item: Sarah Burks and Aimee Taberner to prepare the Annual Report.

Volunteer Report

James McGough circulated the report with comments on both the visitor count and an upcoming large tour in March. Visits for the year almost reached the 1000 mark. Ellen Aamodt made a motion to accept the Volunteer Report, seconded by Chris Costello and accepted unanimously.

Events

Sarah Burks distributed notes on the planned activities for Arlington's celebration of Patriot's Day to be held this year on Sunday, April 15. Plans are underway to take advantage of the opportunity with 2 or 3 readings from Longfellow's poem about the Midnight Ride of Paul Revere during the celebrations.

Ellen Aamodt advised the board that material for the Gallery Scripts was slow in coming. She had lined up a potential editor and had approached a potential donor for printing the material. It will be recalled that the scripts would be used to train both the Trustees and docents to ensure sufficient capability to host large group tours.

Action Item: Sarah Burks to prepare Press Releases and reminders on upcoming events.

Christ Costello made a motion to adjourn, seconded by Sarah Burks. The motion was adopted unanimously. The meeting adjourned at 8:25 p.m.

Ellen Aamodt, Recording/Corresponding Co-Secretary